

**Metropolitan Local Human Rights Committee**

Virginia Home for Boys and Girls

8716 W. Broad St.

Richmond, Va. 23294

**Bi-Monthly Meeting**

**November 12, 2013**

**Minutes**

**Group B**

1. Meeting was called to order by Barry Vassar, Chair at 1:08 PM
2. **Introductions** – LHRC members, providers and OHR Advocate introduced themselves and Group B determined that for this meeting, Karen Rice, Virginia Home for Boys and Girls would take the minutes.

**LHRC Member Present:**

Barry Vassar, Chair  
Edward Gerhard, Vice-Chair  
Monique Tinsley, Secretary  
Brittany Chadwick, Member

**LHRC Members Absent:**

None

**Providers Absent:**

Family Services, Inc.  
Restoring Youth Alternatives

**Others Present:**

Michael Curseen, Regional Advocate

3. **Approval of Minutes for September 10, 2013** – Brittany Chadwick from the LHRC committee made a motion to approve the minutes from the September 10, 2013 meeting and the motion was seconded by Monique Tinsley. The committee voted and approved the minutes.
4. **Public Comments** – None
5. **Provider Treasurer's Report** – Tonya Blaine provided the Treasure's Report covering August – October 2013. The balance reported on hand was \$4,039.24 and remains unchanged from the previous report.

**Old Business:**

- A. **LHRC Follow-up RE: Family Services of Virginia RE: Review of Behavioral Intervention Model.** The committee recommended a citation for Family Services of Virginia for failure to comply with the Committee's request for follow-up. The motion to cite was made by Brittany Chadwick and seconded by Monique Tinsley. Motion approved.

**New Business:**

- I. **REM Virginia RE: Notification of Additions to Sponsored Residential Homes – Mr. Gerry Desrosiers, Area Director.**
  - **714 Wilmer Avenue, Richmond, VA 23227 (pending licensing approval for 1 client)**

- **5 South Grove Avenue, Highland Springs, VA 23075 (pending licensing approval for 1 client).** The motion to approve was made by Monique Tinsley and seconded by Brittany Chadwick. Motion approved.
- II. **Request for Affiliation (Program Expansion) RE: Commonwealth Clinical and Consulting Services for the Provision of Mental Health support Services in Sandston, VA – Mr. Terrance Edwards** The motion to approve was made by Monique Tinsley and seconded by Brittany Chadwick. Motion approved.
- III. **Metropolitan LHRC Revised Meeting Dates and Reporting Requirements – Barry Vassar,** Chair reviewed the revised requirements with providers.
- IV. **LHRC Provider Attendance Requirement: – Barry Vassar,** Chair reviewed the revised requirements with providers.
- V. **LHRC Requests for Review of Documentation: – Barry Vassar,** Chair reviewed the revised requirements with providers.
- VI. **Quarterly Report for Period July 1, 2013 – September 30, 2013 (3<sup>rd</sup> Quarter)**

The Committee recommended corrections and re-submission of the following quarterly reports to the Regional Advocate's Office by November 26, 2013:

A Fresh Approach Youth Services  
Commonwealth Clinical and Consulting Services  
District 19 CSB  
Each One Counts Youth and Family Services  
Families In Care Intervention Services  
Moore Cole Group Home  
Virginia Family Services  
Breaking Barriers in Schools & Communities  
Family Services, Inc.  
Jackson-Field Homes

The motion for recommended corrections and resubmission was made by Monique Tinsley and seconded by Brittany Chadwick. Motion approved.

The Committee recommended citations for the following providers for failing to submit a quarterly report for the reporting period July 1, 2013 – September 30, 2013:

Committed Counseling Program  
Independent Family Services  
J & G House of Beginnings, LLC  
River Services  
Restoring Youth Alternatives

The motion for recommended citations was made by Brittany Chadwick and seconded by Monique Tinsley. Motion approved.

The Committee received the following quarterly reports without issues or corrections:

All Family Matters, Inc  
Family AriZen  
Independent Capacity Systems  
Innovative Family Services  
M.I.N.K.S. Youth & Family Services  
Omega II Therapeutic Afterschool, Inc  
REM Virginia (Sponsored Residential)  
Saving Lost Souls INC.  
Stepping Stones Towards the Future, LL  
The Center for Counseling and Community Affairs  
Virginia Home for Boys and Girls Intensive In-Home  
Wise Enterprises  
Youth Builders, LLC

The motion to approve the above referenced quarterly reports was made by Brittany Chadwick and seconded by Monique Tinsley. Motion approved.

**VII. Human Rights Report:**

Mr. Curseen conducted training on the CHRIS Reporting Requirements & Review of Abuse and Complaint Quick Reference Guides. Mr. Curseen also provided handouts and discussed the revised quarterly and annual report forms and emphasized that while the use of the revised quarterly report form becomes effective January 2014, providers should use the current annual report form for reporting data from January – December 2013. Mr. Curseen also distributed resource information to providers needing help with DELTA or CHRIS application questions.

**VIII. Secretary's Report:** 11 of 13 Group B affiliates attended today's meeting. Affiliates Absent: Family Services, Inc. and Restoring Youth Alternatives. Mr. Vassar called for a motion to cite the aforementioned providers for failure to attend. Ms. Chadwick made the motion, Ms. Tinsley seconded the motion and the LHRC voted to recommend the aforementioned providers who were absent for citation.

**IX. Next Meeting:** Mr. Vassar announced that the next LHRC meeting would be **January 7, 2014 for Group A** and that **Group B** would meet again on **March 11, 2014.**

**X. Adjournment:** 2:10 P.M.